



## **Notification of Request for Authorization under the Degree-Granting Institutions Act**

**Date posted:** April 24, 2019  
**Institution:** Washington Technology University  
**Current status:** Authorized to offer degree programs in Washington State  
**Nature of request:** Authorization to offer one additional degree program in WA  
**Proposed program:** Bachelor of Arts in Business Administration  
**Locations:** 200 112<sup>th</sup> Avenue NE, Suite 200  
Bellevue, WA 98004

### **Background:**

Washington Technology University (WTU) is private for-profit institution located in Bellevue, WA, that received initial authorization to operate in October 2017. WTU intends to seek accreditation from the Northwest Commission on Colleges and Universities (NWCCU).

### **Nature of the review:**

Prior to granting authorization to offer new degree programs in Washington State, the Washington Student Achievement Council/Degree Authorization reviews elements such as program outcomes, course requirements, method of course delivery, faculty credentials, and student services.

Information on the additional program can be found at the end of this notice.

### **Timeline:**

The WSAC will accept comments on this application until May 24, 2019.

Any individuals with knowledge that may indicate the institution and/or the program does not meet the authorization requirements of WAC 250-61 are requested to submit comments to: [Degree Authorization](#). Please note that comments may be shared with the institution requesting authorization and may be available to the public under Washington State law.

If you would like to know more about the current law and regulations that govern the program, they can be found at [Chapter 28B.85 RCW](#) and [WAC 250-61](#).

# Bachelor of Arts Business Administration

WASHINGTON TECHNOLOGY UNIVERSITY

## PROGRAM OUTCOMES

**Program Description:** The Bachelor of Arts in Business Administration program at Washington Technology University has been designed to prepare students for the work of business administration within a variety of professional contexts, including technology-related entrepreneurial organizations. The program aims to develop in students the specific skills and knowledge required to carry out the regular, ongoing work of business, for example, skills associated with information systems, communications, accounting, quantitative reasoning, marketing, teamwork, negotiation and conflict resolution, and human resource development. Further to this, the program addresses the more philosophical, conceptual understandings associated with business administration, including organizational behavior, economics, entrepreneurship, leadership, and ethics.

### Program Learning Outcomes:

- ▶ Identify the theories, principles, and concepts related to business
- ▶ Demonstrate knowledge and skills in accounting, economics, leadership, and communications
- ▶ Apply knowledge and skills to resolve team and organizational conflicts
- ▶ Develop solutions using quantitative techniques
- ▶ Identify personal and professional ethical standards by which to conduct business
- ▶ Work effectively in teams to achieve organizational objectives

## Program Summary

The degree program is broken down as follows

### Degree Requirements (180 Credits)

#### General Education Courses (45 credits)

• ENGL 101	English Composition	Communications
• MATH 141	Pre-Calculus 1	Quantitative and Symbolic Reasoning
• PHIL 160	Philosophy of Science	Humanities
• SOC 101	Introduction to Sociology	Social Sciences
• CMST 220	Foundations of Public Speaking	Humanities
• SOC 275	Technology and Society	Social Sciences
• BUSN 101	Introduction to Business and Management	Humanities
• PHYS 110	Science of Information Technology	Natural Science
• CPSC 250	Programming Fundamentals	Natural Science/Lab

#### Pre-Major Preparatory Courses (45 credit)

• MATH 148	Business Calculus	Quantitative and Symbolic Reasoning
• MATH 146	Introduction to Statistics	Natural Science
• ENGL 230	Technical Writing	Communications
• ECON 201	Microeconomics	Social Sciences
• ECON 202	Macroeconomics	Social Sciences
• ACCT 201	Principles of Accounting 1	
• ACCT 202	Principles of Accounting 2	
• ACCT 203	Principles of Accounting 3	
• BUSN 201	Business Law	Social Science

#### Core Courses (45 credits)

• INSE 300	Legal and Ethical Issues in Info Systems	Humanities
• INSE 335	Project Management	
• CPSC 310	Database Management Systems	
• ECON 300	Managerial Economics	Social Sciences
• MRKT 300	Principles of Marketing	
• MNGT 310	Organizational Behavior	Social Science
• MNGT 400	Management Finance	
• BUSN 320	Introduction to Information Systems	
• BUSN 405	Introduction to Operations Management	

#### Concentration Courses (40 credits)

• MNGT 320	Leadership and Communications	Humanities
• MNGT 330	Human Resources Management	
• BUSN 400	Technology Entrepreneurship	
• BUSN 410	Performance Management	
• BUSN 415	Managing and Developing Teams	
• BUSN 420	Business Consulting	
• BUSN 425	Negotiations and Conflict Management	
• BUSN 430	Managing Innovation	

#### Capstone Courses (5 credits)

• BUSN 495	Capstone Project	
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## Lower Division Courses

### ■ ENGL 101: English Composition (5 cr)

This course provides a foundation for writing across a variety of contexts, requiring that students create written products in genres associated with both academic environments and real-world contexts. Carefully designed writing exercises will engage students in idea exploration and creative composition as well as the study and application of academic writing conventions.

**Prereq:** Placement Test

### ■ MATH 141: Pre-Calculus 1 (5 cr)

This course challenges students to develop knowledge of foundational mathematical concepts necessary for success in basic business calculus or the next level of pre-calculus. This course includes coverage of concepts including modeling, rates of change and structure of functions; especially polynomial, rational, logarithmic and exponential. Problem solving, use of graphing tools and abstract reasoning are emphasized throughout the course.

**Prereq:** Placement by assessment

### ■ PHIL 160: Philosophy of Science (5 cr)

This course challenges students to think philosophically about the nature of science, engaging them in exploring concepts such as scientific reasoning, truth, objective reality, hypothesis creation and testing, as well as the nature of evidential discovery. Modern and historical examples are used to illustrate each topic.

**Prereq:** None

### ■ SOC 101: Introduction to Sociology (5 cr)

This course is an overview of the discipline of sociology and introduces students to the complex and dynamic social world in which we live. Students will engage in critical thinking about social and cultural issues and gain exposure to different types of sociological research. Additionally, students will learn the sociological perspective and gain the ability to distinguish between facts, values, and opinions.

**Prereq:** None

### ■ CMST 220: Foundations of Public Speaking (5 cr)

This course is designed to improve a student's public speaking by applying communication theory and practice to the public speaking context, with emphasis on audience analysis, speaker delivery, ethics of communication, cultural diversity, and speech organizational techniques to develop students' speaking abilities, as well as ability to effectively evaluate oral presentations.

**Prereq:** None

### ■ SOC 275: Technology and Society (5 cr)

This course looks at technological change from a historical, artistic, and social perspective, revealing how it influences and addresses human needs, aspirations, and concerns. Insights into the causes and consequences of technological change and its impact on society—both positive and negative—are gained in this course through the study of current events. An Emphasis is also placed on the interrelationships between technology, literacy, and social responsibility.

**Prereq:** None

### ■ BUSN 101: Introduction to Business and Management (5 cr)

The purpose of the course is to develop an awareness of business processes and management concepts, and to build a vocabulary with which to talk about them. It addresses current issues in the field of business, and helps students develop knowledge of the skills required for business decision-making. The course also raises awareness of the interpersonal skills essential to management processes.

**Prereq:** None

### ■ PHYS 110: Science of Information Technology (5 cr)

With the pervasiveness of information technology in society today, this class focuses on 'the science' of IT hardware. Newtonian physics, basic electromagnetism, voltage, electronic circuits, magnetic data storage, and elementary solid-state physics are introduced at a basic level. In addition, students apply the scientific method as they engage in hypothesis design, planning, and testing to construct knowledge.

**Prereq:** Placement by assessment

### ■ CPSC 250: Programming Fundamentals (5 cr)

In this course, students will explore the fundamental concepts of computer programming. From data types, to control statements and data-structures, this course introduces to students the key elements of a programming language. After learning core concepts such as functions, modules, interfaces, and libraries, students immerse themselves in programming both by studying examples and by completing programming tasks. By the end of the course, students should have the ability to design and build basic software applications.

**Prereq:** MATH 141

Lower  
Division  
Courses

■ **MATH 148: Business Calculus (5 cr)**

This course is designed for students working towards business, economics, or other related degrees. Along with the application of the theory through descriptive problem sets, the course addresses fundamental mathematical topics including functions, graphs, limits, exponential and logarithmic functions, differentiation, integration (as well as the techniques and applications of integration), partial derivatives, and optimization.

**Prereq:** MATH 141 or Placement by assessment

■ **MATH 146: Introduction to Statistics (5 cr)**

This course is an introduction to probability and statistics. Topics include the basic rules of probability, random variables, continuous and discrete probability distributions, moments, sampling distributions for common statistics, confidence intervals, and hypothesis testing.

**Prereq:** Placement by assessment

■ **ENGL 230: Technical Writing (5 cr)**

This course serves as an introduction to the design and creation of technical documentation used in technology-related organizations. Students will learn the language standards and conventions associated with product manuals, online user guides, technical documentation, product support resources, technical reports, and research-related documentation. In applying their knowledge to the design of appropriate technical documentation of their own, students will learn to appropriately address the needs of their target audience.

**Prereq:** ENGL 101

■ **ECON 201: Microeconomics (5 cr)**

This course provides students with a general introduction to economics from a microeconomics perspective. Topics covered include goods and services, cost, competition, monopoly, oligopoly, supply, and demand, as well as the free market system. Concepts are reinforced through case studies and research.

**Prereq:** Math 141

■ **ECON 202: Macroeconomics (5 cr)**

In this economics course, students are introduced to macroeconomic theories with emphasis being placed on how the larger economy impacts households. From a starting point of engagement with the fundamental economizing problem, students go on to study savings, banking, global markets, consumption, government policy, financial markets, inflation, monetary policy, and unemployment.

**Prereq:** Math 141

■ **ACCT 201: Principles of Accounting I (5 cr)**

In this introductory accounting course—the first of three—the purpose and parameters of financial accounting are studied. From a starting point of the study of basic accounting principles and assumptions, students to engage in practical learning about double-entry book-keeping, for example, and basic business operational transactions. They also learn about the impact of such transactions on a business's financial position. By the end of the course, students will be able to critically analyze a business's financial status and its operational results.

**Prereq:** ENGL 101 & MATH 141

■ **ACCT 202: Principles of Accounting II (5 cr)**

In this second introductory accounting course, emphasis is placed on the analysis of a business's financial position and its operational results. Students gain further experience in double-entry bookkeeping and the development of cash flows. They also learn what is involved in the reporting of basic business investment and financial transactions.

**Prereq:** ACCT 201

■ **ACCT 203: Principles of Accounting III (5 cr)**

In this final introductory accounting course, students glean general understandings about the use and benefits of accounting information, as they learn to evaluate cost terms, concepts, and behaviors as related to accounting systems. The course also engages them in the study of cost-volume-profit relationships, budgeting, variance analysis, balanced scorecard, accounting models, capital budgeting, differential analysis, and other performance measures; seeking to equip students with the tools required for decision-making.

**Prereq:** ACCT 202

■ **BUSN 201: Business Law (5 cr)**

This course introduces students to the basic concepts of business law. Aspects of contract law, including the agreement, consideration, writings, third-party rights, illegality, performance, breach, defenses, ethics, and remedies are key elements of the course. Additionally, participants study agency law, employment law, and a variety of other legal issues and topics that influence and intersect with modern business practice.

**Prereq:** ENGL 230

Upper  
Division  
Courses

■ **INSE 300: Legal and Ethical Issues in Information Systems (5 cr)**

This course explores the historical, theoretical, and thematic dimensions of ethics as it relates to information technology and cybersecurity. Specifically, students are challenged to consider the conflict between the need for a modern, computerized world and the human desire for fairness, objectivity, security, and reason. In doing so, they explore information security standards, computer viruses, hacktivism, cyberstalking, and the ethical use of social media.

**Prereq:** ENGL 230

■ **INSE 335: Project Management (5cr)**

In this introductory course, students learn key concepts in project management, considering the tools, techniques, and standards needed to deliver products or services in a timely manner, and 'on budget.' Special emphasis is placed on task scheduling, resource management, and risk planning. An IT-based project is used to directly engage students in practical applications of their learning. In addition, team dynamics and project leadership are explored. Upon completion, students will have learned to apply basic project management concepts including the triple constraint, resource optimization, scheduling, work breakdown structures, network diagrams, risk management, and project planning.

**Prereq:** ENGL 230

■ **MRKT 300: Principles of Marketing**

This class introduces marketing as it relates to products and services with a special emphasis on online and digital marketing, including marketing analytics. Through a specific set of activities and focused communications, a clear value for the exchange of goods can be articulated. This is the purpose of marketing. Additional concepts addressed in the course include marketing mix, product pricing, distribution of goods, advertising, sales, retailing, wholesaling, and market planning.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **ECON 300: Managerial Economics**

In this course, students focus on the application of various economic principles that assist managers in decision making. Topics include an overview of managerial economics, supply and demand, costs of production, pricing strategies, the forecasting of consumer demand, production decisions, sensitivity analysis, capital budgeting, labor, and uncertainty.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **MNGT 310: Organizational Behavior (5 cr)**

This course begins with the premise that human behavior significantly impacts the management of organizations. Based on this idea, the course engages students in learning about leadership styles, motivations, power structures, authority structure, collaboration, and performance measurements, all of which contribute to employee- and/or manager effectiveness in contemporary organizations. This course also covers group dynamics, worker satisfaction, morale, productivity, office politics, and conflict management.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **MNGT 320: Leadership and Communications (5 cr)**

Leadership is about change, and about motivating others to achieve organizational goals. This is accomplished through inspirational actions and effective communication. In this course, students will engage with the concept of leadership through the evaluation of leadership styles and skills, exploration of historical views of leadership, and by exploring leadership strengths, collaborative approaches to leadership, group development and dynamics, leadership theory, relational leadership models, vision and goal setting, and decision-making

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **MNGT 330: Human Resource Management (5 cr)**

In this course, students will study the functions of personnel and human resource management within an organization. The course examines how business management leverages operational techniques and understandings from the behavioral sciences to efficiently manage human resources. Topics addressed in the course include equal opportunity, social media in employee recruitment, electronic performance appraisal, employee development via online training, compensation planning, job analysis, workforce forecasting and telecommuting, e-background checks, and online interviews

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 400: Technology Entrepreneurship (5 cr)**

This course provides students with opportunities to learn about the attributes of a successful start-up technology organization. In addition to defining a technology landscape, students develop understandings about technology product and service categories, venture opportunity identification and strategy, creativity tools and technologies, lean canvas, venture formation, business planning, start-up operations, and recruitment.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **MNGT 400: Management Finance (5 cr)**

This course in Management Finance covers corporate finance and capital markets, emphasizing the financial aspects of managerial decisions. It touches on all areas of finance, including the valuation of real and financial assets, risk management, the trade-off between risk and expected return, and corporate financing and dividend policy. Other topics addressed include nominal interest rates, return comparisons of assets, cash flow scenarios, the time value of money, and the structure of interest rates.

**Prereq:** Junior or Senior standing or by Instructor Approval

Upper  
Division  
Courses

■ **CPSC 310: Database Management Systems (5 cr)**

In this foundational level course on databases and their management systems, students learn about data modeling, design, normalization, data dictionaries, client-server architecture, SQL, relational databases, and MySQL. Special emphasis is placed on student understanding of the critical nature of information resources and why these must be carefully managed. The course uses examples and project-based assignments to support learning.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 320: Introduction to Information Systems (5 cr)**

This course is designed to introduce students to modern information systems and explain how these systems are used to support business objectives. The course focuses on key components of information systems, including the integration of systems and their management. Students will be introduced to systems and development concepts, technology acquisition, peer to peer technologies, mobile and intelligent systems, application software, and ERP systems.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 405: Introduction to Operations Management (5 cr)**

Planning, operation, and control of the production of goods and services can be a complex endeavor. Without tight control and use of efficient predictable processes, failure of production goals can occur. In this course, students will learn the concepts, techniques and tools needed to design, analyze, and improve core operational capabilities, and apply them to a broad range of application domains and industries. Topics include quality assurance, inventory management, and process control.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 410: Performance Management (5 cr)**

This course addresses content related to effective work performance. The course is intended to explain concepts related to the ongoing process of planning, facilitating, and assessment, and the improvement of individual and organizational performance. Topics include compensation tools such as salary, incentives, and benefits; as well as compensation programs intended to motivate commitment to desirable behaviors in employees.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 415: Managing and Developing Teams (5 cr)**

Team management is an essential skill for those who take on positions of leadership in collaborative environments. This is especially true in software development companies and engineering organizations in which a high degree of cooperation between team members is expected. This course is designed to introduce students to 'team concepts,' and includes content related to matrixed teams, effective communication for teams, characteristics of effective teams, identification of dysfunctional teams and team members, the design of jobs that optimize Individual and team members, and incentives and compensation.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 420: Business Consulting (5 cr)**

This course defines business consulting and introduces students to practical methods associated with the domain, including activities, consulting frameworks, and networking. Topics covered include consulting strategy, IT consulting, marketing consulting, operations consulting, coaching, recruiting, and problem-solving skills and strategies.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 425: Negotiations and Conflict Management (5 cr)**

Businesses rely heavily on negotiations to support many operational aspects. From intellectual property agreements, to union arbitration, to vendor agreements and outsourcing, effective negotiational skills are vital to any effective organization. In this class, students will review the theories and strategies of negotiation and conflict resolution, examining the theoretical underpinnings of these strategies, as well as their practical implementation.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 430: Managing Innovation (5 cr)**

This course introduces students to a variety of concepts, models, and processes, associated with innovation. Specifically, the course examines techniques and tools used to stimulate and cultivate an innovative and creative culture, including how to monetize and capitalize on innovation. Students will learn how to foster innovative programs and develop personal growth plans, so that ultimately, as organizational leaders, they may advocate for innovation and help others exploit their own creativity in the workplace.

**Prereq:** Junior or Senior standing or by Instructor Approval

■ **BUSN 495: Capstone Project (5 cr)**

The degree program culminates with a capstone project, providing for students the opportunity to apply concepts learned throughout the degree program to a real-world problem—or an applied research project. The capstone will begin for students with the selection of a project, the identification of project requirements, and a review of background information. They will then go on to develop a short timeline of deliverables, and a list of required resources, ahead of implementing their project, either individually or within a group. The course—and the program—will conclude with a submission, a report of work, and/or a presentation of results.

**Prereq:** ALL COURSES COMPLETED